



County of Los Angeles **CHIEF ADMINISTRATIVE OFFICE**

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DAVID E. JANSSEN
Chief Administrative Officer

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First District

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Third District

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MICHAEL D. ANTONOVICH
Fifth District

October 14, 2003

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**ACCEPT GRANT FUNDS FROM THE DEPARTMENT OF HOMELAND SECURITY'S
FEDERAL EMERGENCY MANAGEMENT AGENCY AND APPROVE
APPROPRIATION ADJUSTMENTS FOR THE GRANT FUNDS (ALL
SUPERVISORIAL DISTRICTS AFFECTED) (4 VOTES)**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Accept \$202,000 in grant funds from the 2002 Federal Emergency Management Agency (FEMA) Supplemental Grant for Community Emergency Response Teams (CERT)/Citizen Corps. This grant is part of a nationwide Homeland Security effort to engage citizens in volunteer efforts aimed at helping their communities become safer, stronger, and better prepared for preventing and handling terrorism, crime, and disasters.
2. Accept \$1,458,000 in grant funds from the 2002 FEMA Supplemental Grant for Emergency Operations Planning. This grant assists local governments in updating and enhancing their Emergency Operations Plans (EOPs) for all hazards, with special emphasis on Weapons of Mass Destruction.
3. Accept \$25,000 in grant funds from the 2002 PreDisaster Mitigation Grant Program (PDM). This grant assists governments in developing hazard mitigation plans to remain eligible for post-disaster mitigation funding.
4. Approve Appropriation Adjustments in the amount of \$1,685,000 to recognize additional funding from these grants in 2003-04 (Attachment A).

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JOINT RECOMMENDATION WITH THE CONSOLIDATED FIRE PROTECTION DISTRICT OF LOS ANGELES COUNTY (DISTRICT) THAT YOUR BOARD, ACTING AS THE GOVERNING BOARD OF THE DISTRICT:

1. Accept the transfer of \$114,000 in grant funds to the District for its role in establishing the countywide CERT program and serving as the CERT Coordinator.
2. Approve an Appropriation Adjustment in the amount of \$114,000 to recognize additional funding from this grant in 2003-04 (Attachment B).

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The Department of Homeland Security has released grants to assist local governments in their efforts to prepare, prevent, and respond to terrorism. This includes funding to establish local CERT/Citizen Corps programs, funds to assist local governments in enhancing their EOPs, and funds to develop a comprehensive hazard mitigation plan.

The Board has given the Chief Administrative Office, Office of Emergency Management (OEM), authorization to administer these grants. OEM has already applied for, and been awarded, these grants on behalf of the Los Angeles County Operational Area. Appropriation authority is needed to meet the objectives of these grants.

IMPLEMENTATION OF STRATEGIC PLAN GOALS

Access to these grant funds addresses the following County Strategic Plan goals:

- Goal No. 1: *Service Excellence*, Strategy 1 – Develop standards for user-friendly service by providing assistance to local governments in updating their EOPs.
- Goal No. 2: *Workforce Excellence*, Strategy 2 – Create a positive workforce by providing assistance to develop the tools necessary to respond to any emergency, including terrorism.

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- Goal No. 3: *Organizational Effectiveness*, Strategy 3 – Collaborate across functional and jurisdictional boundaries by developing an Operational Area-wide Citizen Corps Council(s) and increasing the availability of CERT training.
- Goal No. 4: *Fiscal Responsibility*, Strategy 2 – Invest in public infrastructure by providing grant funds to begin implementation of Citizen Corps Council(s) and CERT programs to encourage volunteerism and better prepare the community to respond to terrorism.
- Goal No. 5: *Children's and Families' Well-Being*, Strategy 2 – Engage departments in planning efforts towards achieving the five outcomes for children and families by enhancing their safety and survival.
- Goal No. 8: *Public Safety*, Strategy 3 – Expand the capacity of County departments to utilize Citizen Corps and CERT volunteers to assist in preparedness and response efforts for terrorism and other disasters and update the existing Emergency Management System to address and respond to all potential types of terrorism and their aftermath.

FISCAL IMPACT/FINANCING

The CERT/Citizen Corps and EOP grants are fully funded from FEMA. There are no cost-share or matching fund requirements. The PDM grant requires a 25% cost share which will be matched with salary costs.

Approval of the Appropriation Adjustment will increase OEM's 2003-04 Budget by \$1,685,000. These additional funds will be used for the following: 1) to bring in consultants to develop tools necessary to assist local governments in planning for a terrorism incident, 2) to provide CERT programs within the County with the materials needed to educate and train residents for CERT, and 3) to hire a consultant to review and summarize existing County mitigation plans in preparation for the development of a comprehensive mitigation plan. Of the \$202,000 in CERT/Citizen Corps grant funds, the District will be reimbursed \$114,000 (\$32,000 in Services and Supplies and \$82,000 in Salaries and Employee Benefits) for its role in establishing the countywide CERT program and serving as the CERT Coordinator.

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FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The Governor's Office of Emergency Services and the Governor's Office on Service and Volunteerism provided the Los Angeles County Operational Area with specific guidelines for the administration and management of these grants. These guidelines detail the activities and expenditures that are allowable.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Emergency planning is a critical responsibility of local government. These funds will assist local governments plan and be better prepared for all hazards, including a terrorism event.

CONCLUSION

Upon execution by the Board of Supervisors, please send an adopted copy of this action to the Office of Emergency Management for processing.

Respectfully submitted,

DAVID E. JANSSEN
Chief Administrative Officer

P. MICHAEL FREEMAN
Fire Chief

DEJ:CP
LM:cm

Attachments

c: Executive Officer, Board of Supervisors
County Counsel
Auditor-Controller
County Fire District